



July 1, 2010

Dear Mr. Bell:

Thank you for your request for information about subdividing the property at 405 SE Frisk Dr. in Ankeny. For a typical subdivision, City Code states that as part of the platting process the developer is responsible to bring the land to the City standard. The responsibilities specifically related to the one acre lot on SE Frisk that would be required to plat are:

1. Pave SE Frisk Drive from E 1st Street to project location approximately 1750'.
2. Install two street lights along project frontage along SE Frisk Dr.
3. Install sidewalk along project frontage along SE Frisk Dr. approximately 340'
4. Bring a 12" water distribution main across E 1st Street and south to project location approximately 1845'.
5. Bring sanitary sewer across Four Mile Creek and south to the project location approximately 1420'.
6. 3% of residential plat area will need to be dedicated to the City for parkland. Payment in lieu is acceptable as well.

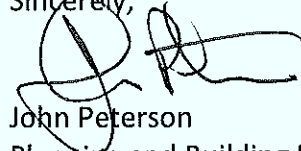
These improvements represent a significant cost when spread over one acre. This is indicative of why City policy encourages development from the edge out, so that most of the basic infrastructure is in place and the new platting area is merely extending items through the project where cost would be spread and recovered with sales. Your situation is unique and there is possibility that these responsibilities could be waived by the Plan & Zoning Commission and City Council. The process to request those waivers is defined in the Municipal Code Section 200.06 through 200.09. Those can be found online and enclosed with this letter. The timetable for the process is outlined in the 2010 Development Schedule also enclosed with this letter. The following are steps in the process to subdivide the ground and have the developer's responsibility waived:

1. Once you have the sketch plan and a more specific letter requesting the waivers completed contact me to meet and review it.
2. Following our meeting, submit a Sketch Plan, waiver request, and associated documents.
3. Attend Plan & Zoning Commission Meeting and then the City Council Meeting to present the Sketch Plan for waiver request.
4. The creation of the one acre lot is the third division of the original parcel and will require a subdivision plat. If the waivers are granted this is a more simplified process. If not, construction plans for improvements, three party contracts and bonds become a part of the process. In either case you would need to retain a land surveyor and possibly an engineer to prepare the plat and associated documents. Once complete:
 - a. Submit a Final Plat and associated documents for Technical Review

- b. A follow-up review letter will be sent by the Planning department consolidating all comments
5. Submit a revised Final Plat for the Plan & Zoning meeting
6. Attend the Plan & Zoning Meeting when they take up the plat on their agenda
7. Submit additional plat and associated documents to provide to the City Council
8. Attend the City Council Meeting and be prepared to answer questions

I encourage you to please contact Eric Jensen, Assistant Director, at 515-963-3547 if there are any immediate questions and to schedule a conference to discuss the details of your sketch plan and waiver request.

Sincerely,

A handwritten signature in black ink, appearing to read 'John Peterson', written over a circular stamp or seal.

John Peterson
Planning and Building Director

Enclosures:

Plan & Zoning Development Schedule
Sketch Plan
Municipal Code Sections

City of Ankeny 2010 Development Schedule

Tech Review Mtg. Deadline	Tech Review Mtg. Date	Plan & Zoning Mtg. Deadline	Plan & Zoning Mtg. Date	City Council Mtg. Deadline	City Council Mtg. Date
November 20, 2009	December 1, 2009	December 11, 2009	December 22, 2009	December 24, 2009	January 4, 2010
December 4, 2009	December 15, 2009	December 24, 2009	January 5, 2010	January 8, 2010	January 18, 2010
December 18, 2009	December 29, 2009	January 8, 2010	January 19, 2010	January 22, 2010	February 1, 2010
December 31, 2009	January 12, 2010	January 22, 2010	February 2, 2010	February 5, 2010	February 15, 2010
January 15, 2010	January 26, 2010	February 5, 2010	February 16, 2010	February 19, 2010	March 1, 2010
January 29, 2010	February 9, 2010	February 19, 2010	March 2, 2010	March 5, 2010	March 15, 2010
February 12, 2010	February 23, 2010	March 5, 2010	March 16, 2010	March 26, 2010	April 5, 2010
February 26, 2010	March 9, 2010	March 26, 2010	April 6, 2010	April 9, 2010	April 19, 2010
March 19, 2010	March 30, 2010	April 9, 2010	April 20, 2010	April 23, 2010	May 3, 2010
April 2, 2010	April 13, 2010	April 23, 2010	May 4, 2010	May 7, 2010	May 17, 2010
April 16, 2010	April 27, 2010	May 7, 2010	May 18, 2010	May 28, 2010	June 7, 2010
April 30, 2010	May 11, 2010	May 28, 2010	June 8, 2010	June 11, 2010	June 21, 2010
May 21, 2010	June 1, 2010	June 11, 2010	June 22, 2010	June 25, 2010	July 6, 2010
June 4, 2010	June 15, 2010	June 25, 2010	July 6, 2010	July 9, 2010	July 19, 2010
June 18, 2010	June 29, 2010	July 9, 2010	July 20, 2010	July 23, 2010	August 2, 2010
July 2, 2010	July 13, 2010	July 23, 2010	August 3, 2010	August 6, 2010	August 16, 2010
Sketch Plan & Waiver Request July 16, 2010	July 27, 2010	August 6, 2010	August 17, 2010	August 27, 2010	September 7, 2010
Final Plat July 30, 2010	August 10, 2010	August 27, 2010	September 7, 2010	September 10, 2010	September 20, 2010
August 20, 2010	August 31, 2010	September 10, 2010	September 21, 2010	September 24, 2010	October 4, 2010
September 3, 2010	September 14, 2010	September 24, 2010	October 5, 2010	October 8, 2010	October 18, 2010
September 17, 2010	September 28, 2010	October 8, 2010	October 19, 2010	October 22, 2010	November 1, 2010
October 1, 2010	October 12, 2010	October 22, 2010	November 2, 2010	November 5, 2010	November 15, 2010
October 15, 2010	October 26, 2010	November 5, 2010	November 16, 2010	November 24, 2010	December 6, 2010
October 29, 2010	November 9, 2010	November 24, 2010	December 7, 2010	December 10, 2010	December 20, 2010
November 19, 2010	November 30, 2010	December 10, 2010	December 21, 2010	December 23, 2010	January 3, 2011
December 3, 2010	December 14, 2010	December 23, 2010	January 4, 2011	January 7, 2011	January 17, 2011
December 17, 2010	December 28, 2010	January 7, 2011	January 18, 2011	January 28, 2011	February 7, 2011
December 31, 2010	January 11, 2011	January 28, 2011	February 8, 2011	February 11, 2011	February 21, 2011

Deadlines are 5:00 pm, delivered to the Public Services Building, 220 W 1st Street, Ankeny 50023-1751

City Council Meetings are held at 5:30 pm at City Hall, 410 West First Street, Ankeny

Plan & Zoning Meetings are held at 6:30 pm at City Hall, 410 West First Street, Ankeny

Exceptions to deadline & meeting times may occur when meetings or deadlines occur during a week of a holiday.